

ArcSoft PhotoBase™ Deluxe 4.5

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INTRODUCTION

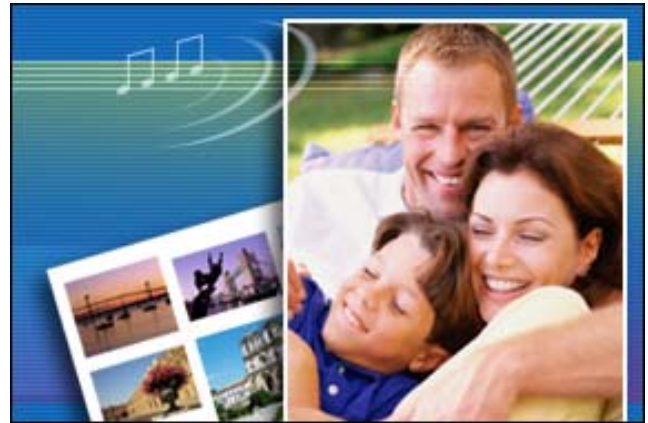
PhotoBase Deluxe covers a wide variety of functions that revolve around your videos, pictures, and music files. We'll discuss a variety of these features and show you how to get the most out of your media. Don't forget to utilize the built-in Help file!

SYSTEM REQUIREMENTS

- Windows 98SE/ME/2000/XP
- Pentium II-based processor or equivalent
- 150 MB free hard disk space
- 64 MB RAM (128 MB highly recommended)
- 16-bit color display at 800 x 600

TECHNICAL SUPPORT

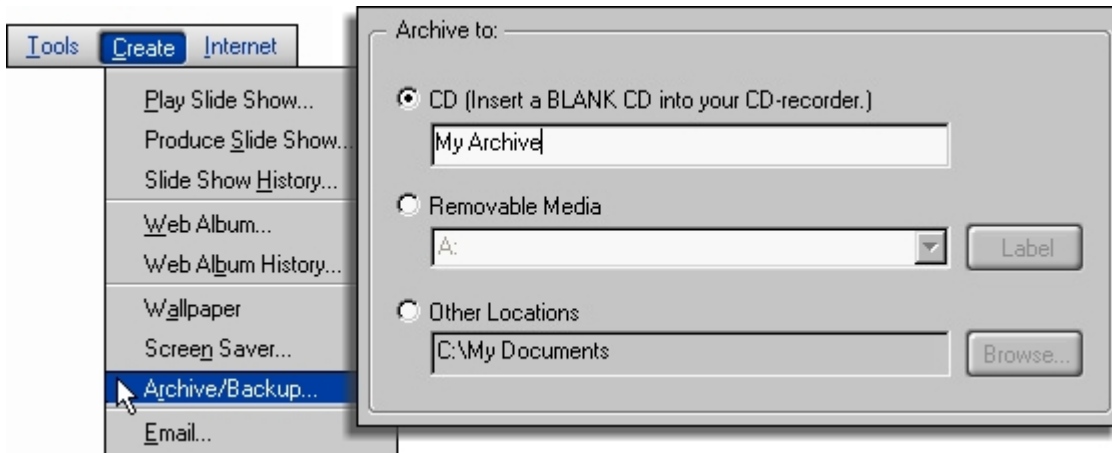
For technical support, please visit www.arcsoft.com.



ARCHIVING/CD BACKUPS

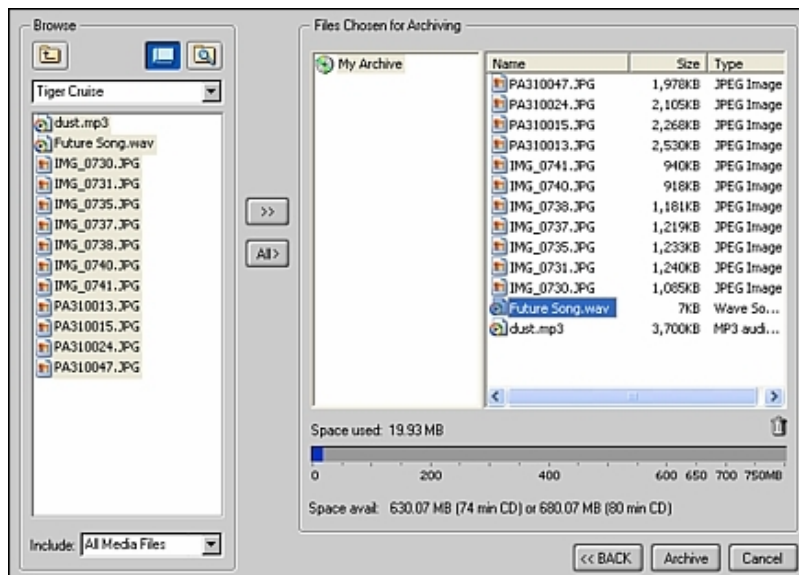
Sure, it's a blast taking pictures and shooting video. And your MP3 collection is probably huge by now. But despite hard drives offering more and more capacity, your files still manage to gobble up all the space on your computer. Well, now you can archive files to an allocated spot on your hard drive, or export them to CD or other removable media.

Click "Create" on the menu, and choose "Archive/Backup."



The procedure is basically the same for all the choices you see above (CD, Removable Media, Other Locations), but we'll walk through creating a CD backup. CDs are great because you can label and file them away for fast access later. Not to mention they let you free up space on your hard drive.

After you select where you want to store your files, click the "Next >>" button. The next screen lets you choose the files you wish to archive:



Use the left side of the screen to locate and select your files. You can search within your albums or within the folders on your system.

- Highlight the files you wish to archive (hold down CTRL while clicking to select multiple files), and then click the ">>" button.
- If you wish to add all files within the current location, simply click the "All>" button.
- If you accidentally add a file that you didn't intend on adding, highlight the file (on the right side of the screen this time) and click the trashcan icon.

When you're ready, click "Archive."

When burning a CD, a standard Burn/Write dialog will appear, letting you select the drive, drive speed, etc.

ARCISOFT RENAMER™

ArcSoft Renamer™ is a super-convenient tool that lets you quickly rotate photos and rename files of all types. Click "Renamer" on the toolbar to launch it.



You can browse all of the files in the current location by clicking the arrow buttons.

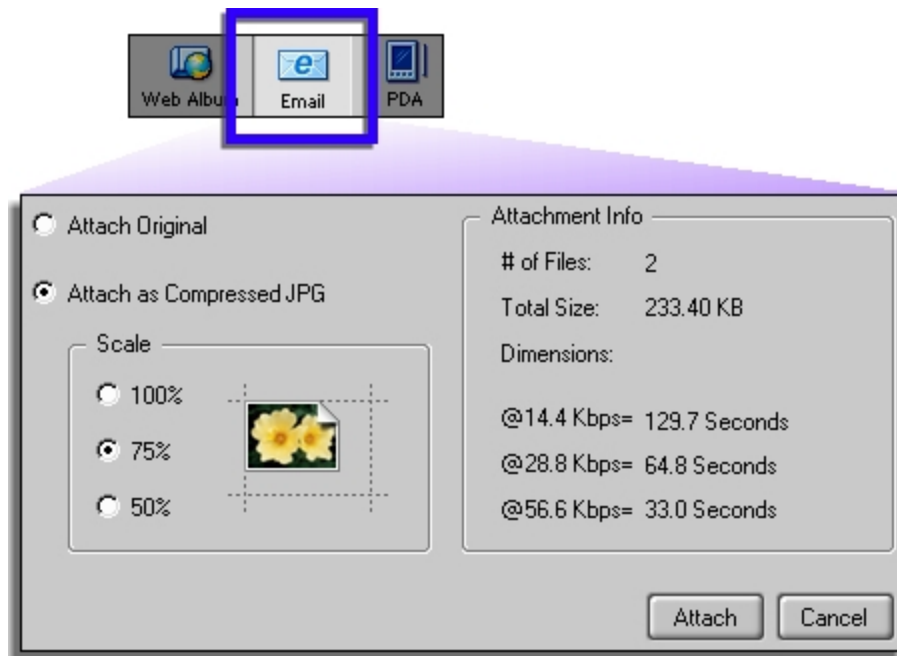
Photos can be rotated in 90-degree increments. All you need to do is click the respective "Rotate" button.

Renaming files is a cinch. Click inside the "Name" field and type over the existing name.

EMAILING

It's a snap to send photos, videos, or any other type of file (or files) via email. Remember though that not everyone has a fast Internet connection, so be sure you don't overload your buddy's Inbox with a bunch of really huge files. One way to prevent this is to compress your images. Don't worry, it isn't complicated. As a matter of fact, the program takes care of it for you automatically!

First off, choose the files that you want to send (hold down the CTRL key while clicking files to select them). Then, click "Email" on the toolbar. (You can also choose "Email" from the Create menu).



A window will appear. It offers you detailed information about the attachments. You'll see the number of files you've included, the total size of the files, and the approximate time it will take to send/receive using various low-speed connections.

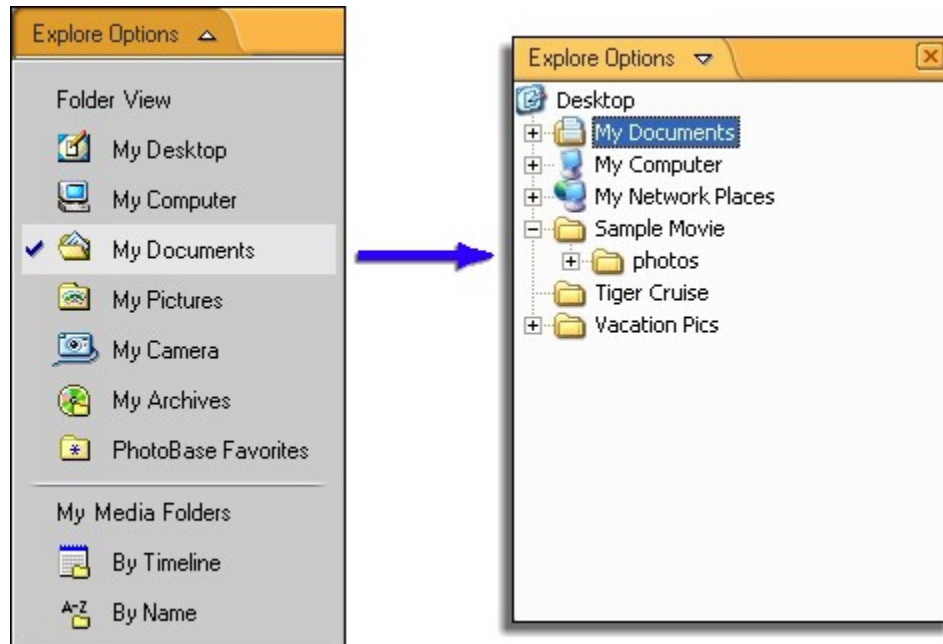
More importantly is the information and options to the left. If you're including photos, you can have the program automatically resize them to allow for faster sending/receiving. Your photos can be compressed and converted to JPEG files (if they aren't already), and resized according to your instructions (you can choose 50%, 75%, or 100%). This is entirely optional. If you want to include your original photos, simply choose "Attach Original."

When you click "Attach," a blank mail message will appear. Simply fill out the email like normal and send it off.

EXPLORE OPTIONS

FILE NAVIGATION

When using the Explorer panel, you can navigate to any location on your computer to view any group of files. Click "Explore Options" and you'll see a list of various starting points from where you can begin your file browsing.



Files in the selected folder will appear in the preview area. Thumbnails will represent the actual files. Here are a few points to remember:

- Treat files like you would if you were browsing in Windows Explorer. If you delete a file, it will be placed in the Recycle Bin. Unlike when you work with albums (which consist of shortcuts), here you're dealing with the *actual* files.
- If not all of your files are appearing, you may have a file filter active. Go to the View menu and choose "File Filter." From there, you can choose which files are visible: All Files, All Media Files, Image Files, Audio Files, and Video Files. Choose "Show All Files" to see each and every file located in the specific directory. "All Media Files" includes all photos, videos, and audio files.

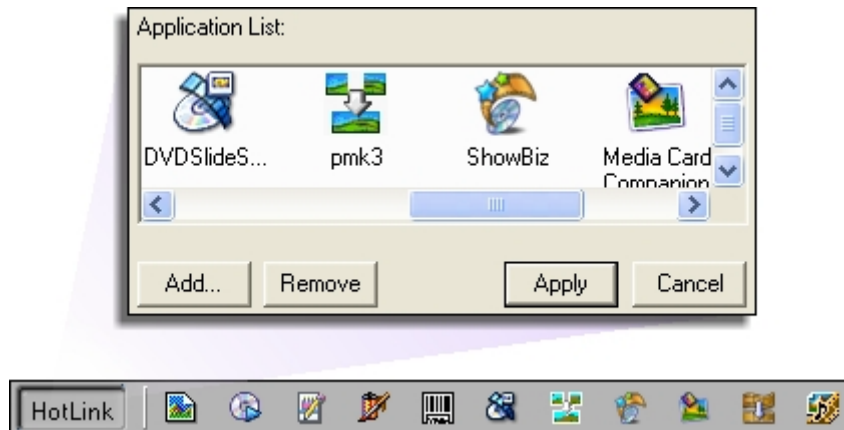
"MY MEDIA FOLDERS"

Notice that the bottom of the Explore Options list shows a section for "My Media Folders" (see the "My Media Folders" section for more information).

HOTLINK BAR

The Hotlink Bar contains shortcuts to other programs. These shortcuts are similar to the program shortcuts on your desktop. Simply click 'em, and the respective program will open. Alternately, you can drag a file onto a hotlink to open the file within the program.

You have full control over the items in your Hotlink Bar. You can add/remove as you please:



After clicking the Hotlink button, you can:

ADD A HOTLINK

Click "Add..." and browse your system for the program file you wish to add (*.EXE). Typically, these are in the specific program folders within the "Program Files" directory.

REMOVE A HOTLINK

Single-click the hotlink you want to remove, and then click "Remove."

When you're finished editing your hotlinks, click "Apply." You should see the Hotlink Bar update with any program icons that you've added or removed.

MEDIA ALBUMS

Albums are a key feature to the program. It's fairly important that you understand what they are and how they work. In a sentence, they consist of thumbnail shortcuts to files stored on your system.

Basically, albums let you create highly organized sets of pictures, videos, music files, etc. Since albums only contain shortcuts, you can effectively consolidate hundreds of files stored all over your computer into one location. While each file may be stored in a completely different location than all the others, an album brings them all together.



You can create multiple albums and have them reference different files. For example, you can create an album for family pictures, another for vacation videos, another for your music collection... you get the idea.

CREATING AN ALBUM



- To create a new album, simply click the "New" button along the top of the Media Albums panel.

ADDING CONTENT TO AN ALBUM

To add content to an album (remember, you're basically creating shortcuts to files on your system), click "Add" on the toolbar. You can then browse your system for the files you wish to add. Also, you can drag-and-drop content from any folder or album into any other album:



Here's what the additional buttons above your media albums do:



- Click this button to see various album information. A blank text field offers you space to type in an album description.



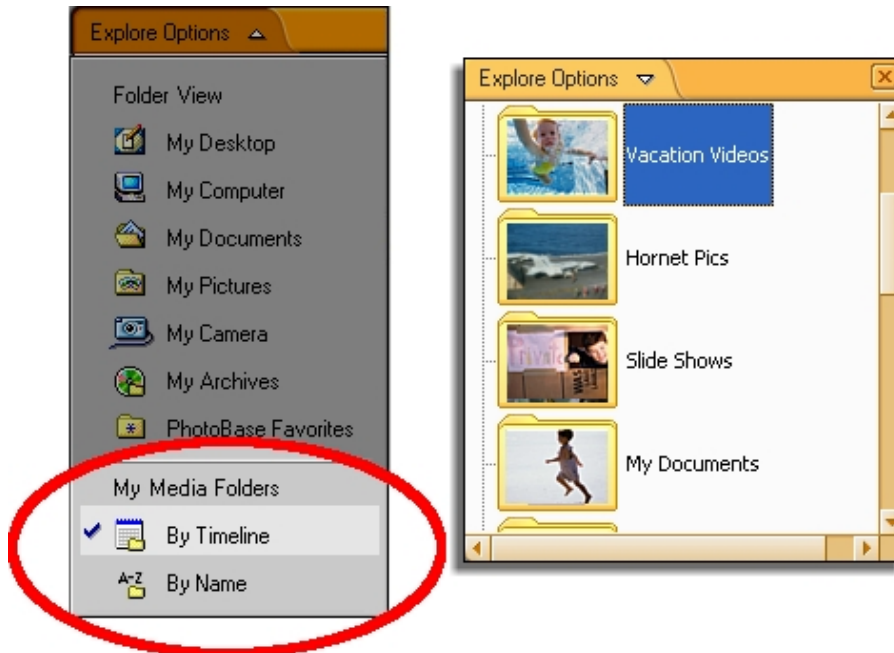
- Click this button to sort your albums in a variety of ways.



- Click this button to delete an album. You can either remove the album only, or remove the album and delete all the associated files.

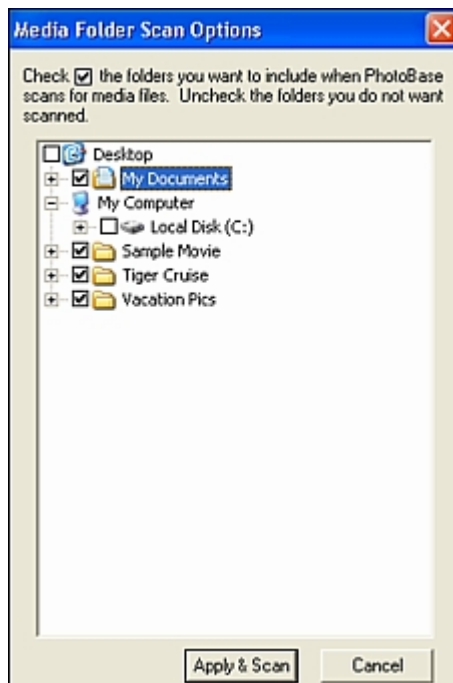
"MY MEDIA FOLDERS"

You'll notice that the Explorer panel offers a few more choices aside from basic file browsing on your system. When viewing "My Media Folders," you'll see that the program performs a scan of your system. What it's doing is effectively locating all the media files on your computer, and displaying the folders that contain them in chronological or alphabetical order.



So, if you're tired of looking through all the directories on your system for places that may have pictures, videos, or music files, you can have the program find them for you automatically. Of course, if you have a rough idea where they may be, you don't need to have the program scan your entire system.

Go to the Tools menu and choose "Options." Then, choose "Media Folder Options."

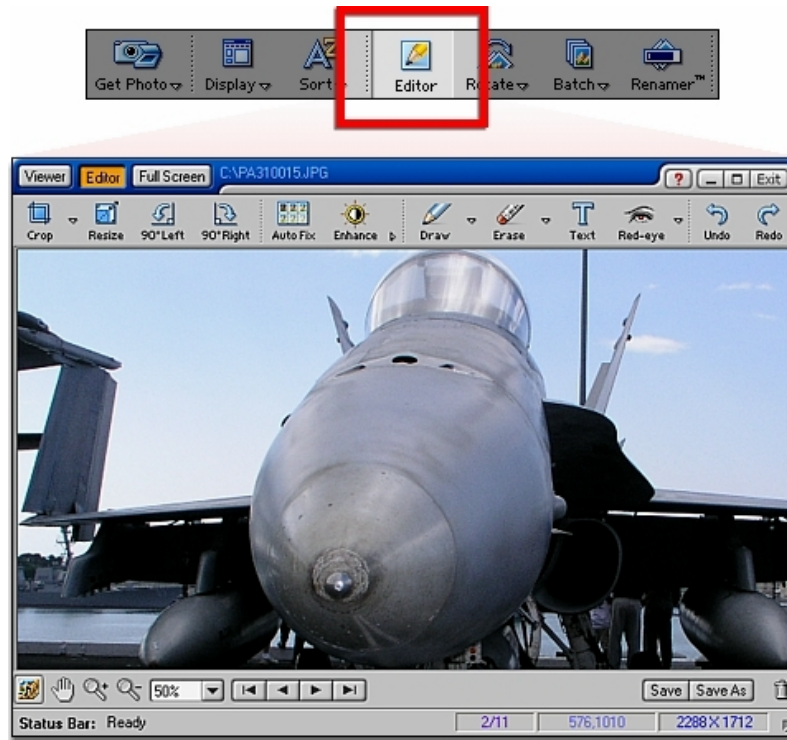


Here you can choose which folders you want scanned. Note that by checking a folder, all subfolders will be automatically checked as well.

See the "Explore Options" section for more information about the Explorer panel.

PHOTO EDITING





A full-featured image editor is included to help you make your pictures look perfect for printing, sharing, and including in projects such as slide shows and web albums. Highlight a photo, and then click "Editor" on the toolbar:



You can do all sorts of cool stuff. We'll go over each of the major tools, as well as some of the not-so-major stuff. The view tools described here match those described in the "Viewing Photos" section.



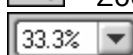

CHANGING PHOTOS

Use the navigation buttons to toggle through the various images in the current location or album.

-  - Jumps to the first image in the current location/album.
-  - Displays the previous image.
-  - Displays the next image.
-  - Jumps to the last image.

ZOOMING IN & OUT; PANNING

If you've taken pictures with a megapixel camera, your photo may be too large for proper viewing/editing. Use the "Zoom In" and "Zoom Out" buttons to reach a more desirable view of your picture. Use the Pan tool to scroll to areas of the photo that can't be displayed within the preview window.

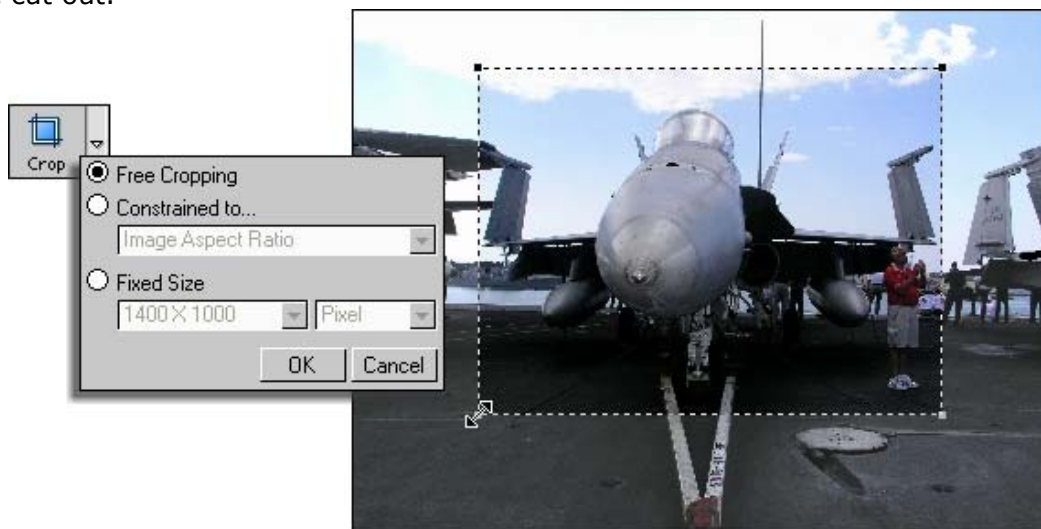
-  - Zooms in on the photo.
-  - Zooms out.
-  - Choose various zoom ratios from this pull-down.
-  - Click and drag on the photo to see areas that go beyond the workspace.

CROPPING

Cropping involves isolating specific areas of an image, or removing excess, unwanted sections. The Editor offers three various crop techniques. Click the little down arrow on the "Crop" button to see the various choices:

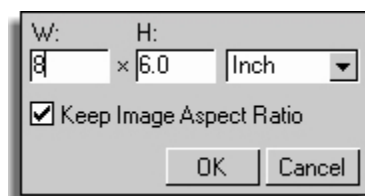
- **Free Cropping** - Lets you specify the area that you want to keep by manipulating a marquee, or "crop box" (see the image below). Click and drag within the crop box to move it around the image. Click and drag the corners to resize the crop box. You can also click and drag any of the sides to expand/contract the width/height.
- **Constrained to...** - This option is best when you want to ensure that your final image is a specific ratio or dimension. Choose the dimension you want from the pull-down. "Image Aspect Ratio" simply means that the crop box will remain the same proportion as your original image. You can resize and reposition it, but the proportions will remain the same as the original.
- **Fixed Size** - Choose this option if you want the crop box to be a specific size. You can set it according to actual pixels, or inches/cm.

Double-click within the crop box (or right-click) to execute the crop. Everything outside of the crop box will be cut out.



RESIZING

You can resize photos by entering in the exact pixel size you want. Alternately, you can resize based on inches/cm. In this case, the program automatically configures the pixels and DPI of the image in order to provide you with an image that will print at a standard print size.



You'll almost always want to keep the "Keep Image Aspect Ratio" box checked. This keeps the width/height of the resized image consistent with the original. Unchecking this box may lead to a distorted picture.

Note: Get a good idea of what your *actual* image size is by setting the zoom to 100%. Your resized photos will be calculated based on this size.

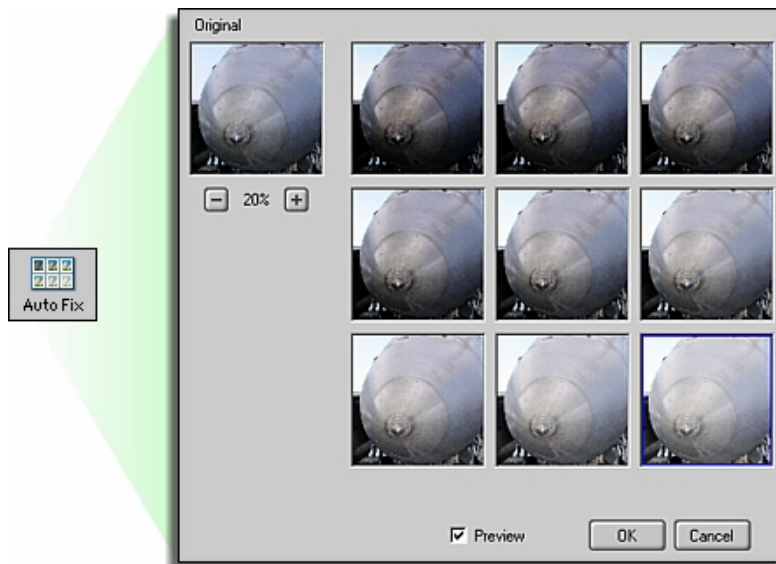
ROTATING

This is a real easy one. All you need to do is click either "Rotate" button until your photo is oriented correctly.



AUTOMATIC COLOR CORRECTION

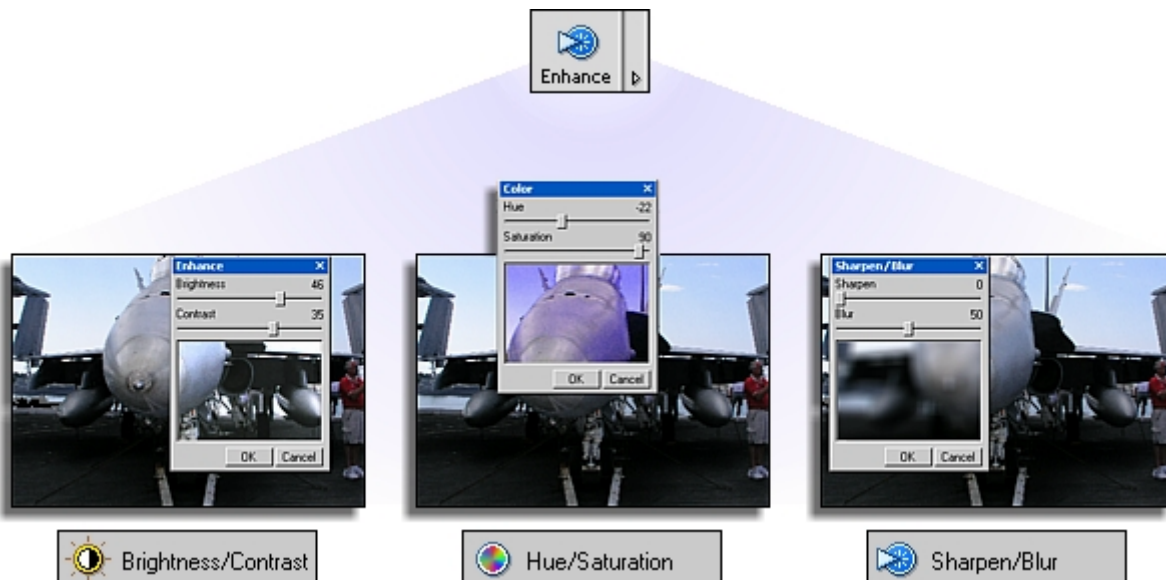
The Auto Fix tool offers a great way to quickly enhance your photo. A collection of corrected samples is available for you to choose. Each sample alters the brightness/contrast of the photo to a slight degree. A small preview window shows you your original. Click and drag within this window to focus on various areas of the image. You can also zoom in/out.



Check the "Preview" box to see the sample effect on your actual image. You may need to move the Auto Fix window in order to see your original.

COLOR MANIPULATING

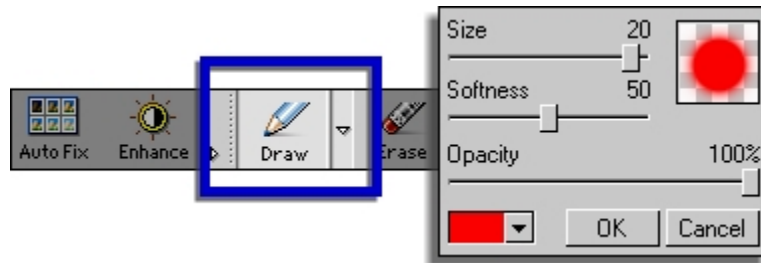
The Enhance tool contains various options for altering or improving image color. Click the arrow next to the "Enhance" button to see the various options:



Independent sliders let you set the intensity of each effect. Whether you're trying to brighten an image, alter the overall color, or sharpen it up a bit, the controls are the same--just click and drag. The effect window works as a viewfinder or lens over your photo. Effects are seen in real-time as you adjust the sliders. Click and drag the effect window to various positions to see how your effects appear over different parts of the photo. When you click "OK" to confirm your changes, the effect will be applied over the entire picture.

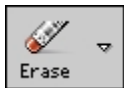
DRAWING/PAINTING

Ah yes, the most basic of all photo editing... drawing. Click the tool and choose the brush size, color, and opacity. The Softness slider lets you adjust how much bleed is applied. The higher the softness, the more the paint appears as if it has been airbrushed. Click and drag over your image to paint. Use the Eraser tool to remove anything that you've drawn.



ERASING

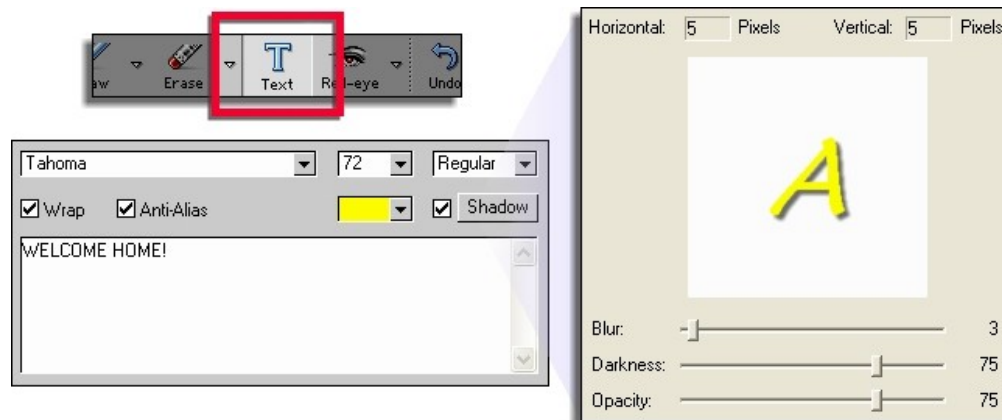
The Erase tool works exactly like the Draw tool, except that instead of coloring the photo, it removes any drawing that you may have done. The tool won't erase any of the original photo's color; it will only remove color added by the Draw and Text tools.



ADDING TEXT

Text can be added to any photo. Click the Text tool, and type your text in the text box.

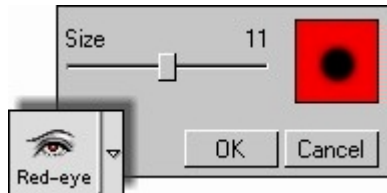
- You can set the font, size, style, and color.
- Checking "Wrap" will automatically move added text to the next line when it reaches the right edge of your photo.
- Checking "Anti-Alias" smoothes text edges.
- Check "Shadow" to add a drop-shadow to your text. Click and drag the shadow in the preview window to reposition it. Use the sliders to modify the appearance of the shadow.
- Before applying your text, click and drag it to position it over your photo. Once your text is applied, it becomes permanent. Ensure it is positioned correctly!



REMOVING RED-EYE

The red-eye effect is a common problem when taking pictures using a flash. However, with just a few clicks, you can get rid of that pesky problem for good. This tool works by lowering the red channel over a specified area. To use it:

- Click the Red-eye tool.
- Set the size to match that of the affected area.
- Move your mouse over the red area and click.



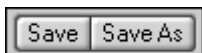
CORRECTING MISTAKES

Click the "Undo" and/or "Redo" buttons to progressively step forward or backward to look at your various edits.



SAVING YOUR WORK

Your two choices are "Save" and "Save As." "Save" overwrites the old file with all of your edits. "Save As" lets you save your work as a new file. You can enter in a new file name, choose a different save location, and change the image file type.



PREVIEW AREA

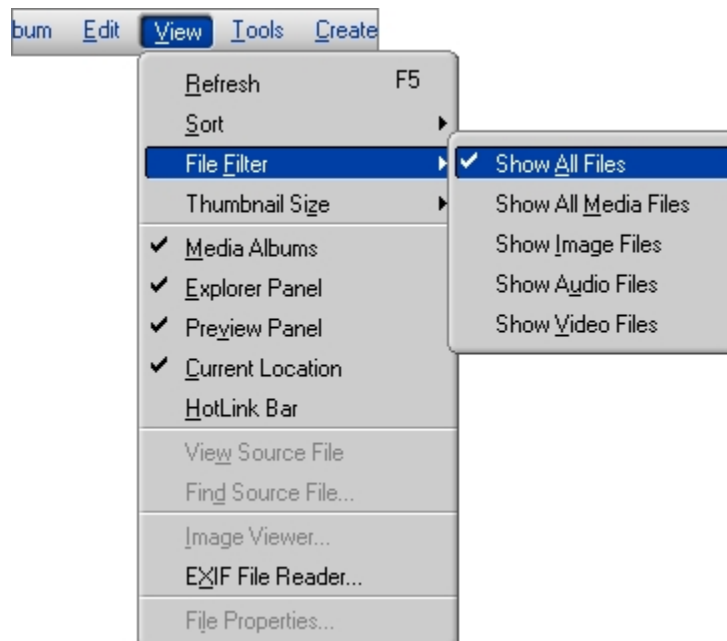
The main preview area displays the files that are stored in the selected folder or referenced in the selected album. Double-click a photo to open it in the viewer or editor.



DISPLAYING SPECIFIC FILE TYPES

What you see is dependent on a few different settings. First, you can choose to view *only* still images, or only audio files, or only video files. Or, you can choose to view all three types! Viewing only specific file types is useful if--for example--you're working on touching up photos and don't necessary want to see non-picture files. Of course, if you'd like to view *all* of the files in the current directory or album, you can do that, too.

To choose what files are displayed, go to the View menu and choose "File Filter." From there, you can choose which file types are displayed in the preview area:



THUMBNAILS, DETAILS, AND LIST VIEWS

You not only have control over what types of files are displayed; you also have control over *how* the files are displayed. If you look in the top-right corner of the preview area, you'll notice three options: Thumbnails, Details, and List.

- **Thumbnails** - This is the default view. Small images are used to represent files. For photos, you'll simply see a miniature version. For video files, you'll see the first frame of the video. Audio files are represented with an audio icon. Other files will be represented by their default file type icons. You can view either large, medium, or small thumbnails.
- **Details** - This option also displays a small thumbnail, but additional information is also listed, such as image resolution, date, etc.
- **List** - By choosing this option, files will be displayed as a simple text list.

THUMBNAIL ICONS

While in Thumbnail view, you may notice various icons that appear on certain thumbnails. Here's what you may see:



- This icon means that the thumbnail is a shortcut. By clicking it, you can go to the folder that contains the actual file.



- By clicking this icon, the EXIF File Reader will launch. It lets you browse the other photos in the current location, view and save EXIF text, and listen to and save EXIF audio.



- This icon indicates that audio is attached to the thumbnail. Click the icon to listen to the file.



- Thumbnails with this icon indicate that the file is a video.



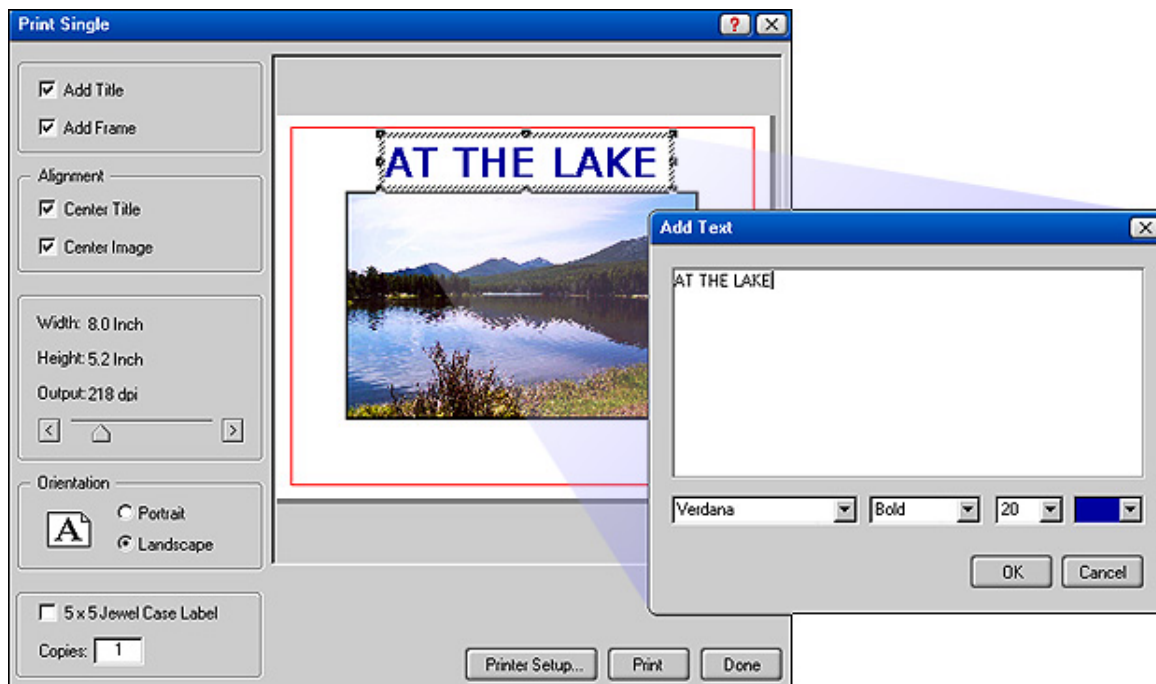
- Uh-oh. This icon means that you've either deleted, renamed, or removed the original file. Remember, albums contain *shortcuts*, not actual files. You need to be extra careful when altering files that are referenced in albums. To try to locate the original file, click the red X (or go to the View menu and choose "Find Source File"). A window will appear, letting you search your system for the file.

PRINTING

A comprehensive set of printing options are readily at your disposal. You can print single image, multiple images, and catalog-style proof sheets. Click "Print" on the toolbar and choose the option you want: Single, Multiple, or Catalog. (You can also choose "Print" from the File menu.)

SINGLE IMAGES

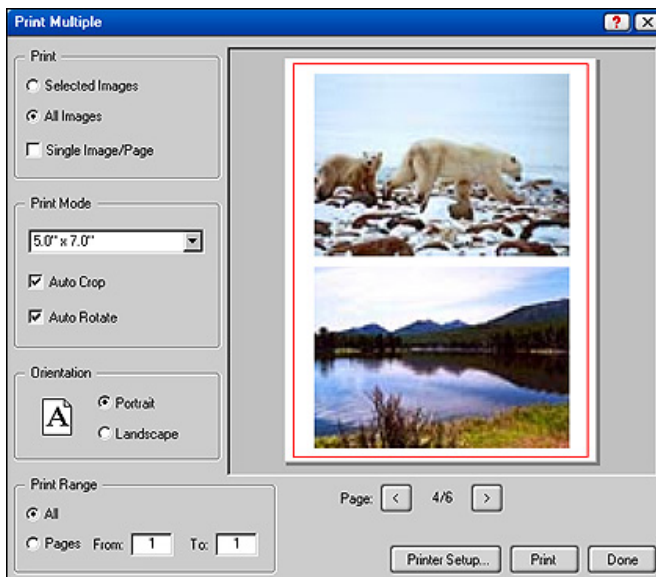
Printing a single image is fairly straightforward. You have a variety of options that let you print the image exactly how you want. All you need to do is adjust the settings and click "Print."



- **Add Title** - Check this box to add text to the print. Double-click the text box that appears in the preview, and type in your title. You're free to adjust the font, size, color, and style of the text. Click and drag the text box wherever you want.
- **Add Frame** - Check this box to add a black line border around your print.
- **Alignment** - Check the boxes here to center your title and image on the page.
- **Image Size** - You can see the exact width and height of the print. Use the slider to adjust the size. Take careful note of the DPI as you make changes; if it drops below 200, you may notice a significant drop in print quality.
- **Orientation** - Choose between "Portrait" and "Landscape." The preview will reflect your choice.
- **Jewel Case Label** - Check this box if you're printing for a CD/DVD jewel case.
- **Copies** - Set your number of copies in this area.

MULTIPLE IMAGES

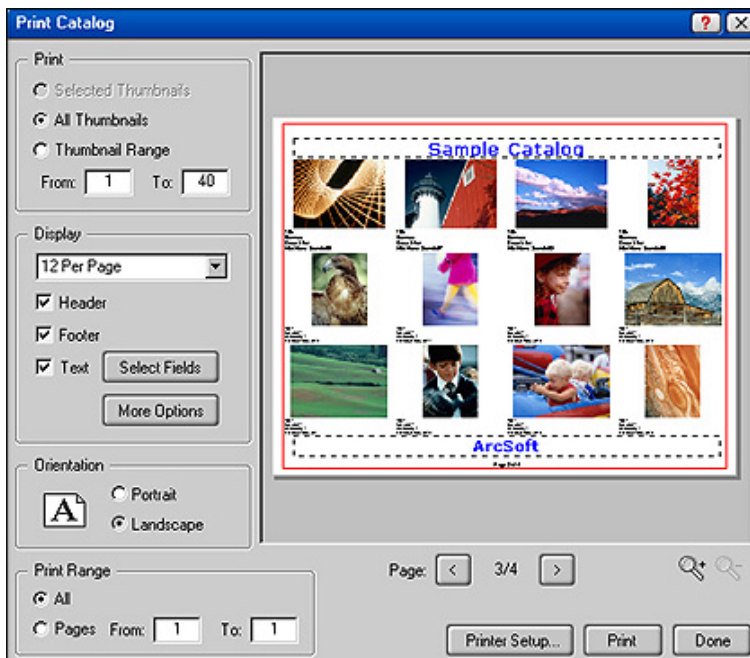
Save paper, time, and money by printing multiple images at one time. You have complete control over the size and orientation of the photos. Because you may be printing multiple pages, you can preview each page. Use the arrows beneath the preview to navigate from page to page.



- **Print** - Choose to print only the images that you have selected in the current album/folder, or all images in the current area. Check "Single Image/Page" if you only want one photo printed on each page.
- **Print Mode** - From the pull-down, you can choose the size of the images. There are several standard photo sizes from which to choose. Check the "Auto Crop" box to have the program automatically crop your photos to fit the selected size. Checking "Auto Rotate" orients your photos for optimal prints.
- **Orientation** - Change the direction of the page (choose from "Portrait" and "Landscape").
- **Print Range** - Choose to print all possible pages ("All") or only those within the range that you select.

CATALOGS

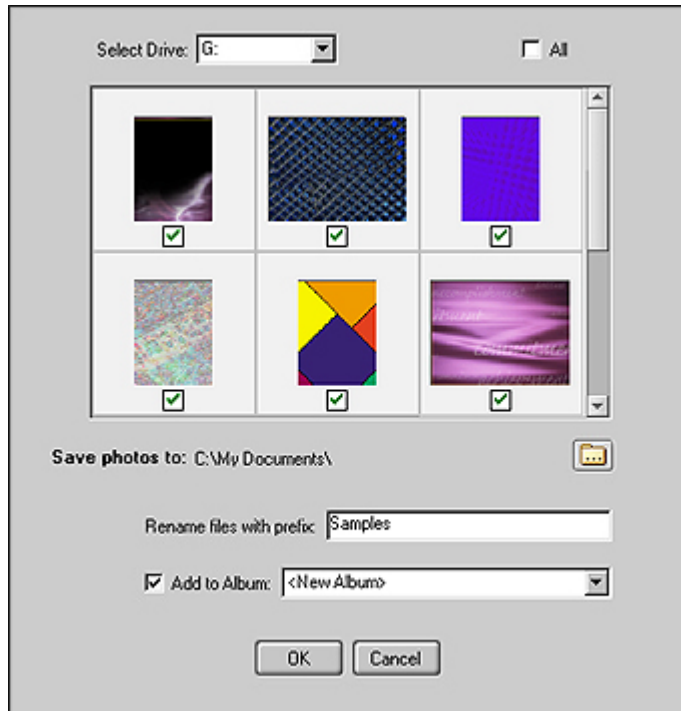
The application offers a convenient way to create informative proof sheets. Use the arrows beneath the preview to see each page before you print. Magnification controls are also available so that you can zoom in/out to ensure that everything is just how you want it.



- **Print** - Choose to print all or selected images within the current directory. You can also print a selected range (i.e., images 5-15, or 20-40, etc.).
- **Display** - Choose how many thumbnails will be printed on each page. You can also choose to include a header, footer, or both (double-click the header/footer to modify the text). In addition, you can choose to include descriptive text beneath each thumbnail. Click "Select Fields" to choose which text you want included. Click "More Options" for additional settings, such as the ability to make each thumbnail the same size, include the page number at the bottom of each page, and include thumbnails for non-image files.
- **Orientation** - Like when printing in either of the other modes, you can set the orientation of the page.
- **Print Range** - Choose to print all pages, or a specific range.

REMOVABLE MEDIA/PDAs

Click "Get Photo" on the toolbar and choose "Removable Media" to grab images from connected devices. It's easy to grab photos from your pen drives, media cards, etc. All you need to do is choose the drive that has the photos you want.



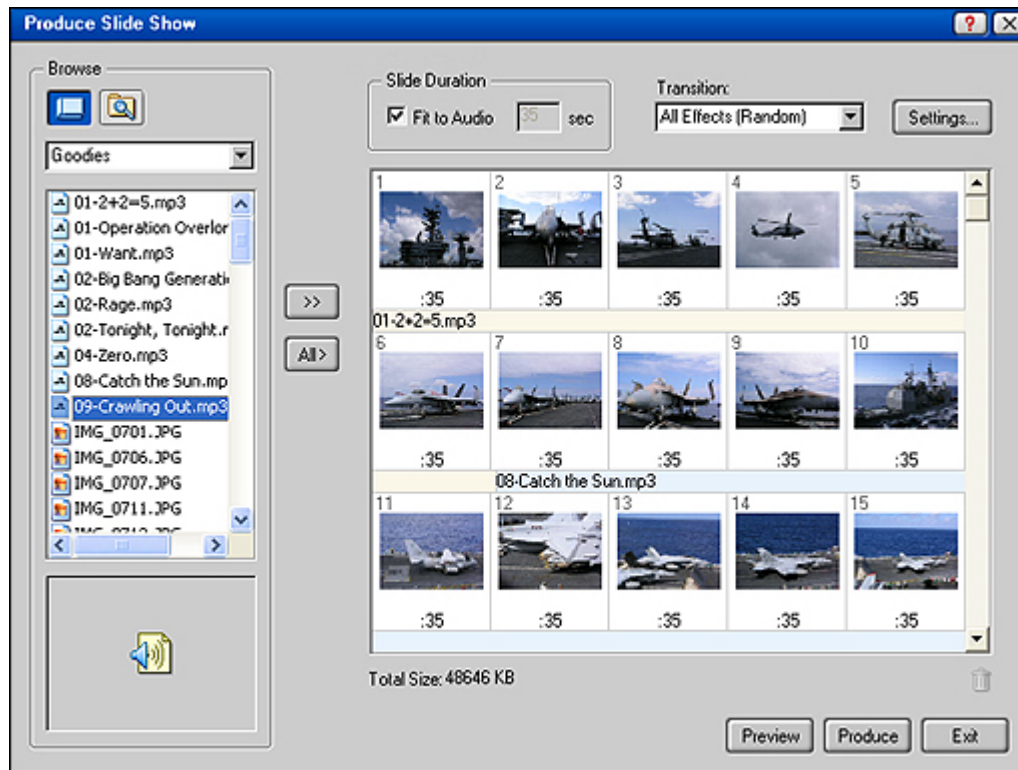
- From the pull-down, select the drive you want. You'll see thumbnails of the photos.
- Check the photos that you'd like to copy to your computer. Check "All" to select them all.
- Click the "Browse" icon to set the save location.
- You can type in a new prefix to rename the photos. For example, you can call all of your pictures "Vacation." Each photo will be called "Vacation," followed by a number (1, 2, 3, etc.).
- You can choose to add the downloaded photos to an album; use the pull-down to select the album you want.
- When you're ready, click "OK." When complete, you'll see a summary detailing the transfer.

PDAs

ArcSoft offers a fun and powerful application that brings total image management to your PDA. Click the PDA icon on the toolbar to learn more!

SLIDE SHOWS

You can create fun slide shows that consist of still images and video clips. You can also add your own soundtrack. Click "Slide Show" on the toolbar and choose "Produce."



SELECTING YOUR FILES

The first thing you need to do is choose the content you want to use in your slide show. You can add files from your albums or any folder on your computer, and use photos, videos, and audio files. In the "Browse" section of the Produce Slide Show screen, click either the album or Explorer button. If you choose to add content from an album, use the drop-down to choose the specific album. If you choose to add from a folder on your system, click the Browse button to select the folder. You can add from multiple albums and folders; you aren't limited to choosing content from one location. The files in the selected location or album will appear beneath. Click the file you want to add, and then click the ">>" button to add it to your slide show. To select multiple files, hold down the CTRL key while clicking each file. To add all the files, click the "All>" button.

ARRANGING YOUR SLIDES

Your photos and videos will appear in the order in which they are added. Any audio files that you add will appear below. Feel free to click and drag to rearrange the order of your files.

ADJUSTING SLIDE TIMES

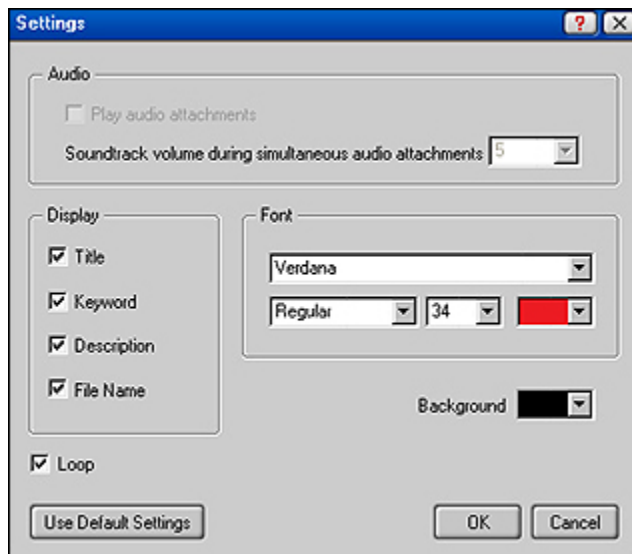
Notice below each slide there is a time. This is the time that the slide will be displayed before moving to the next. To adjust the display time for a specific slide, highlight it, and then enter in the desired time in the "Slide Duration" section. If you would like your slides to display consistently throughout the presentation and match the duration of the accompanying audio, simply check the "Fit to Audio" box. The slide display times will be automatically set by the program.

SETTING TRANSITIONS

Transitions are effects that occur as one slide changes to the next. Choose the effect you want from the pull-down. To apply a random set of effects, choose "All Effects (Random)."

ADDITIONAL SETTINGS

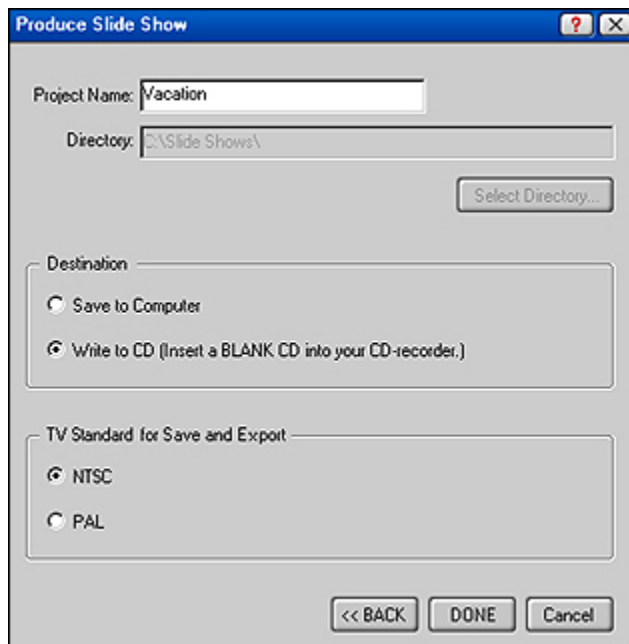
Click the "Settings..." button to view and select optional features for your slide show:



In the "Audio" section, check the box if you would like any audio files that may be attached to your photos/videos to be played during the slide show. (This option will be greyed-out if none of the files you've added have attached audio.) The "Display" section presents various text you can choose to include over your slides. If you choose any of these options, set the font type, size, style, and color in the "Font" area. Some of your slides may not fit completely on the screen. In these cases, a plain background color will be seen. You can choose this color from the "Background" pull-down. Black or white usually work the best.

SAVING YOUR SLIDE SHOW

Click "Produce" to save your slide show:



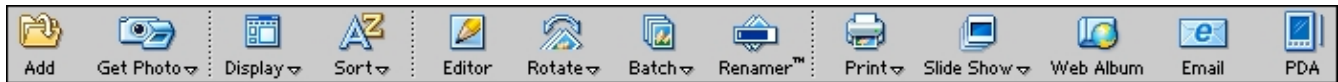
Type in a name for the slide show in the "Project Name" field. In the "Destination" area, choose to save your project to a CD or to your computer (if the latter is chosen, you can specify the save location by clicking "Select Directory"). Lastly, choose the format: NTSC or PAL. If you're in the US, choose NTSC.

To start saving, click "Done."

To view the slide show, go to the directory in which it is saved and double-click the EXE file.

TOOLBAR OVERVIEW

The toolbar offers a variety of tools, most of which are accessible through one of the menus along the top of the screen. Let's take a look at the toolbar and see what kinds of things you can do:



ADD

Use this tool to add photos to an album. This icon becomes inactive when using the Explorer panel.

GET PHOTO

Click this button to import photos into the current folder/album from connected cameras, scanners, or removable media. Just follow the instructions for downloading pics from your device manufacturer.

SORT

This tool lets you sort files in the preview area based on name, file type, size, date, title, keyword, or description. You can sort in either ascending or descending order.

EDITOR

Refer to the "Photo Editing" section to learn how to edit/enhance your photos. Enhance blurry and dull images, remove red-eye, crop out unwanted areas, and more.

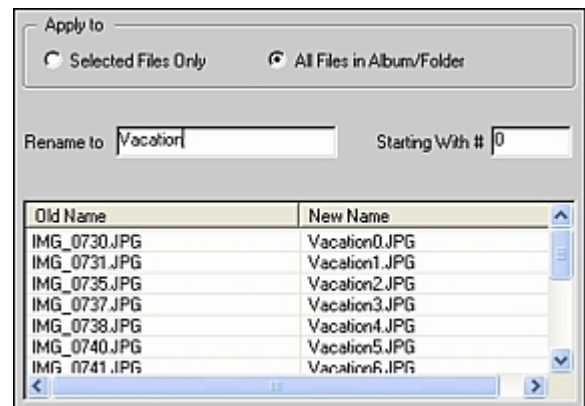
ROTATE

Use this tool to rotate photos to the left or right in 90-degree increments.

BATCH

Batch commands are incredible time-savers. They let you perform a process on a group, or "batch" of files in a single shot. There are three batch options:

- **Rename** - This command lets you rename multiple files at one time. You can either rename photos you select, or all the photos within the current folder/album. All the files will have the same name, proceeded by a number. The old and new file names are listed.



- **Resize** - Here you can resize an entire collection of photos at once. If you have a megapixel camera, this can be an invaluable option. Sometimes you don't need super high-resolution photos (especially when emailing them). Now you can resize them to more manageable sizes. If you want, you can even save the resized images as new files, so you can still keep your original high-res shots. To do this, simply choose a directory to which you'd like them saved.

- **Convert** - This batch command lets you change the file type of a group of photos. Let's say you have high-quality uncompressed images that you'd like to convert in order to make them easier to share via email or the Web. This batch process can do the trick. All you need to do is specify the file type that you want. Additional options may be available depending on the file type.

RENAMER

Refer to the "ArcSoft Renamer™" section. This utility lets you quickly preview and rename files. You can also rotate photos.

PRINT

Refer to the "Printing" section to learn about the variety of print options. You can print single or multiple photos, or catalog-style proof sheets.

SLIDE SHOW

Refer to the "Slide Shows" section to learn how to preview and create slide shows. Display slide shows on your computer, or save them to CD to share with friends and family.

WEB ALBUM

Refer to the "Web Albums" section to learn how to make your own HTML albums. Pop them onto a CD and take convenient contact sheets with you wherever you go.

EMAIL

Refer to the "Emailing" section to learn how to share your files via email. Send photos and more.

PDA

Clicking on this button displays information about *PhotoBase Mobile Edition*, a great way to help you take your photos with you wherever you go.






VIEWING PHOTOS

The built-in photo viewer lets you view your pictures in a variety of ways. Zoom in/out, pan, auto-browse, etc. Most of the view commands here are also available in the photo editor. To open the viewer, simply double-click a photo in the preview area.





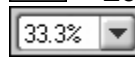


CHANGING PHOTOS

Use the navigation buttons to toggle through the various images in the current location or album.

-  - Jumps to the first image in the current location/album.
-  - Displays the previous image.
-  - Displays the next image.
-  - Jumps to the last image.
-  - Scrolls through the photos in the current location/album. Think of it as a slide show, without any fancy transitions. Basically, each photo will display for a set amount of time. To set the time, right-click the photo on display and choose "Options."

ZOOMING IN & OUT; PANNING

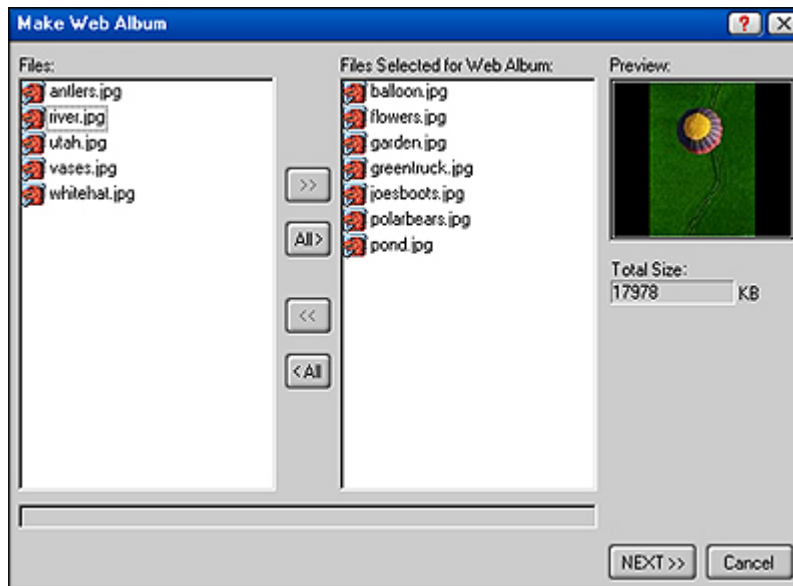
If you've taken shots with a megapixel camera, your photo may too large for proper viewing/editing. Use the "Zoom In" and "Zoom Out" buttons to get a comfortable view of your picture. Use the Pan tool to scroll to areas of the photo that can't be displayed within the preview window.

-  - Zooms in on the photo.
-  - Zooms out.
-  - Choose various zoom ratios from this pull-down.
-  - Click and drag on the photo to see areas that go beyond the workspace.
-  - With this button selected, your photo will automatically be resized to fit fully within the view window, regardless of the window size.

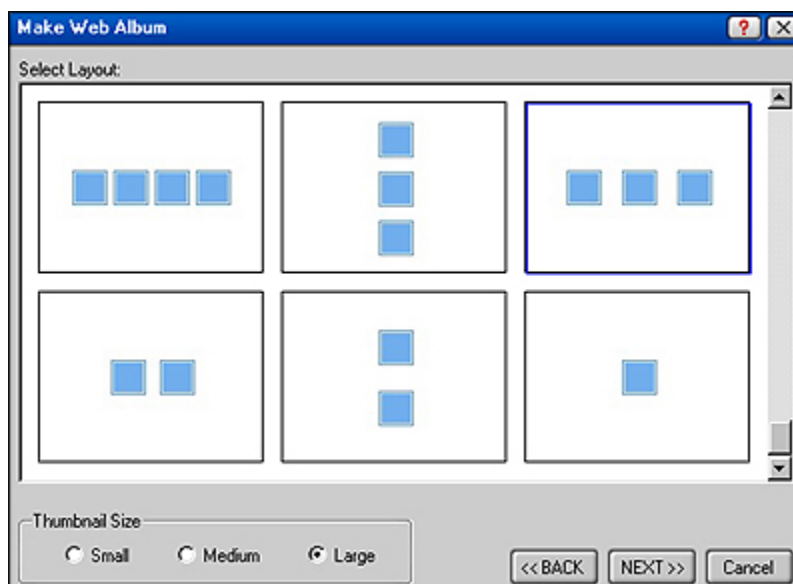
WEB ALBUMS

Web albums offer you a great way to present your photos through HTML albums. Friends, family, business associates or customers--everyone can preview thumbnail images and click to see larger, more detailed photos with ease. Save your Web albums to CD and you now have a convenient way to distribute and share your pics.

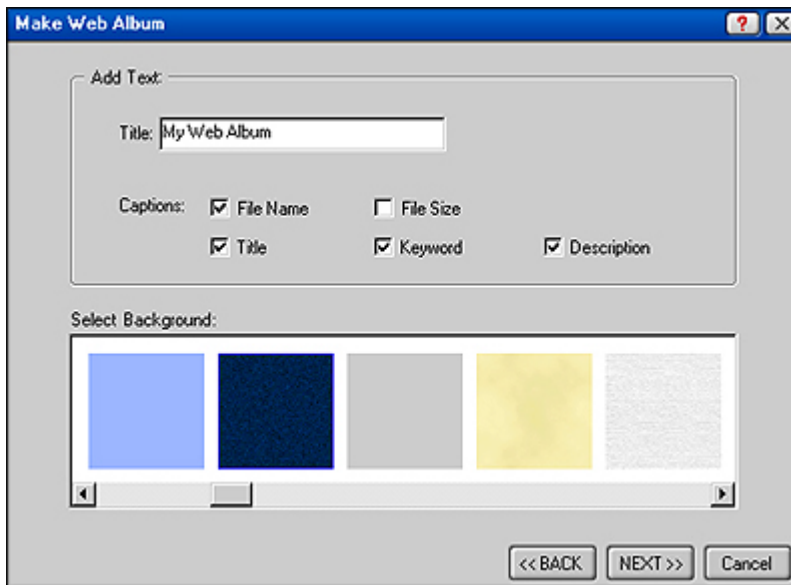
Creating a Web album is a breeze. All you need to do is follow the "wizard" and you can't miss. Start by selecting the album or folder that contains the pictures and videos you want to use. Web albums are created from the files in one specific location, so make sure that all the content you want is in that one album or folder. When you're ready, click "Web Album" on the toolbar.



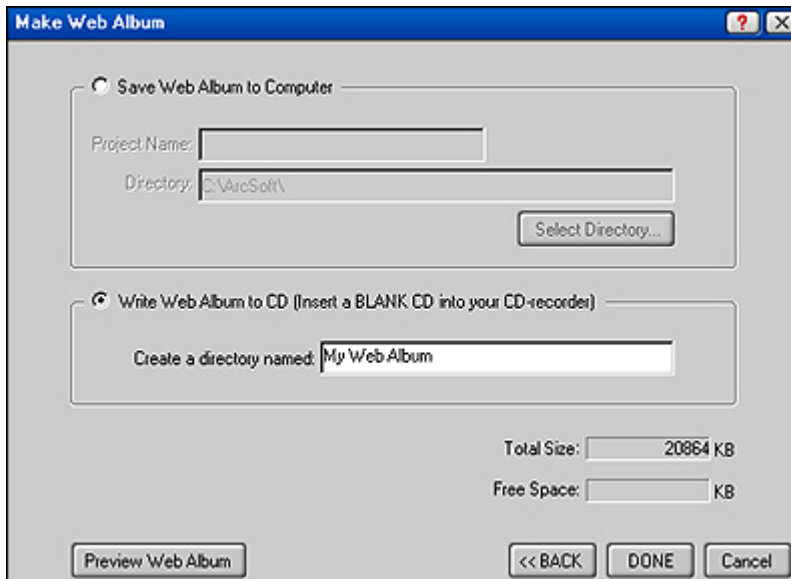
The first thing you need to do is choose the files you'd like use. Add them in the order in which you'd like them to appear in the Web album. On the left, click the file you want, and then click ">>." To add all of the files, click "All>."



Next, you can choose the layout in which the thumbnails appear on the page. Choose the layout that you like best. You can also choose between three different sizes for the thumbnails.



You're almost done! Enter in a title for your Web album. This title will appear at the top of each page. In addition, you can have a variety of information appear beneath each thumbnail. Simply place a checkmark in the box of the text that you would like to appear. Lastly, select the background color for the album pages.



Okay, all that's left is a few things that need to be decided before your Web album is created. First, choose to either save it to your computer or to a CD. If the former is chosen, type in a name for the project and select the save location. If the latter is chosen, type in a name for the folder in which the project will be saved. When you're ready to go, click "Done."

To view the Web album, go to the directory in which it is saved and double-click the EXE file.